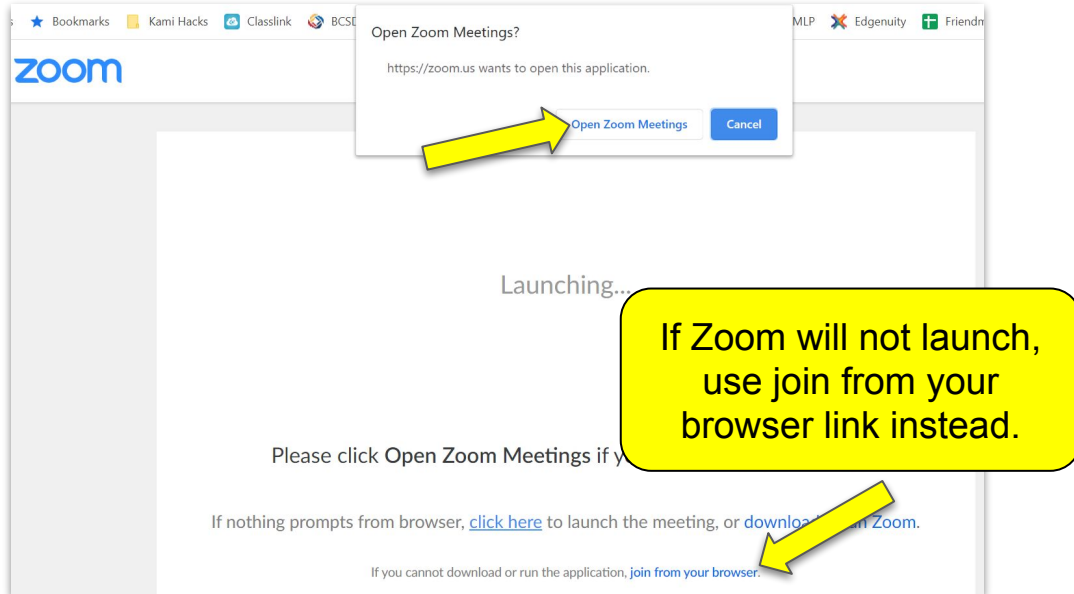


# Zoom How-To: Joining a Meeting

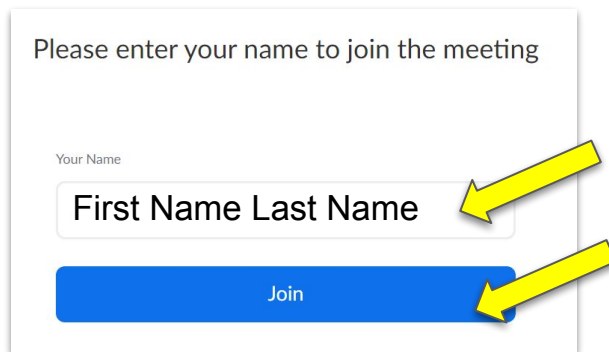
1. Join a meeting using the Join Zoom Meeting link.



2. Click Open Zoom Meetings to launch the meeting. If you are unable to launch and get a “blocked app” or other error message, click **join from your browser** instead.



3. Type in your name or other registration details if asked. Otherwise, just type in your name.



4. Turn on Mic and Camera as needed. Use the menus to help sound and look better.

**Sound or Mic Not Working?**

- Check off different speakers or mic if available.
- Use Test Speaker & Microphone.
- Try using earbuds/headphones with microphone.
- Switch to Phone Audio.

Select a Microphone

- ✓ Internal Microphone (Conexant ISST Audio)
- Same as System

Select a Speaker

- ✓ Speakers (Conexant ISST Audio)
- Same as System

Test Speaker & Microphone...

Switch to Phone Audio...

Leave Computer Audio

Audio Settings...

Select a Camera

- ✓ HP HD Camera

Video Settings...

Choose Virtual Background

**Video Not Working?**

- Check off different camera is available (you can also find plugged in document cameras here).
- Change/turn off virtual background.

Mute Start Video

ON OFF